

# DODGE COUNTY BUILDING COMMITTEE MINUTES

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Administration Building Room 1H & 1I 127 East Oak Street, Juneau, WI 53039

Date: December 1, 2020

**Call to order:** The meeting of the Dodge County Building Committee was called to order by Chairman **Dennis Schmidt at 5:00 p.m. on December 1, 2020 in Room 1H & 1I of the Dodge County Administration Building** with the following members present: **Dennis Schmidt, Richard Fink, Robert Boelk, and Cathy Houchin (via teleconference)**

**Roll Call and Non-Committee Member County Board Attendance:** None

**Also present:** Russ Freber, Director of Physical Facilities; Phil McAleer, Assistant Director of Physical Facilities; Barb Brooks Administrative Secretary; Jim Mielke, Dodge County Administrator; Kim Nass, Corporation Council; Bill Ehlenbeck, Land Resource and Parks; Patrick Schoebel, Medical Examiner

**Public Comment** None

**Approval of the Minutes from November 5, 2020** a motion was made by Robert Boelk and seconded by Richard Fink. Motion carried.

**Discuss and Take Action on Renovation/Funding Source for (2) Public Elevators at the Henry Dodge Office Building** Funding Source would be Grant \$'s from Community Development Block Grant (CDBG) in the amount of \$600,000 for the Elevators. Motion was made by Robert Boelk and seconded by Richard Fink to move forward with the Application for Funding. Motion carried.

**Discuss Take Action on Revising the Building and Grounds Policy** Kim Nass, Corporation Counsel, provided/discussed with the Committee the changes that were made to the Policy. A motion was made by Robert Boelk and seconded by Cathy Houchin to approve the Policy. Motion Carried.

**Discuss and Take Action on Bids for the A/C Unit Replacement Administration Building** which will be about \$250,000. Three Bids were received. (1) 1901 Inc., Madison, WI. \$212,860 (2) Sun Mechanical LLC, Janesville, WI. \$250,000 (3) Sure Fire, Horicon WI, \$194,900.

**Approve Resolution Authorizing the Administration Building A/C Unit Replacement Project and Project Budget** A motion was made by Cathy Houchin and seconded by Richard Fink to proceed with \$250,000 project, with Sure Fire of Horicon as our Advisor on bid for everything but the controllers. Motion carried.

**County Building Ionization on Air Handlers in County Buildings Installation** Sure-Fire has installed Ionization at the Sheriff's Office, and will be starting on the installation at the Justice Facility.

**Dodge County Courthouse/Detention Facility Parking Lot Project** Nate from the Highway Department is in the process of drawing specifications. We will have those specifications available at the January Building Committee meeting. The plan is to do the project in phases (1) Milling Asphalt, and Subgrade (2) Fine Grading Asphalt, Curb Repair, Stripping (3) Final Surface of Black Top (which will be bid out).

**Fire Hydrant Repairs at the Dodge County Detention Facility** both hydrants were repairable. Estimated cost was about \$3,000.

**Fence Project at the Dodge County Detention Facility** posts are up, waiting for gates to arrive. K-W will be out on Thursday for trenching, and installing conduit. Project should be complete by the end of December 2020.

**Dodge County Justice Facility Anteroom Negative Air Cells** the project is moving forward. The Electrician has been on site. Gas piping is ran, and will be finished tomorrow. Cardinal Construction will be on site tomorrow along with the plumbing.

**Caulking Project at the Dodge County Detention Facility** project is complete. Angus Young commented on how Professional the Project was done.

**Dodge County Sheriff's Office 911 Dispatch Air Handling Unit** project is moving forward, ductwork is in, and Unit should be fired up next week.

**Discussion on Medical Examiner's Office Space Administration Building** in need of addition office space due to Social Distancing. They will utilize open space across the hall from current office, and small office space on 4<sup>th</sup> floor.

**Update on 2020 Budget** we will close on the budget with Utilities doing well. We will know more at the end of the Month.

**Update on Routes to Recovery** an email was received from the Departmental Administration requesting some additional information, which was provided to them, and reimbursement looks fine from the follow up information provided to them. Jim Mielke, said he is optimistic that we should receive reimbursement fairly soon.

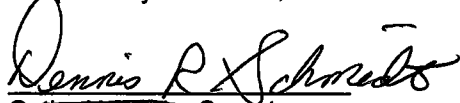
**Update on Maintenance Staffing** two Maintenance Mechanics have been hired, and we have an interview on Thursday for the Custodian position.

**Tour Henry Dodge Office Building** the Committee left the Administration building at 6:00 p.m. to tour the Henry Dodge Office Building, located at 198 County Road DF. After the tour, the meeting was adjourned by Chairman Dennis Schmidt at 7:25 p.m.

**Future Agenda Items** Highway specifications for Dodge County Courthouse Paving, Routes to Recovery, Elevator Project at Henry Dodge Office Building, 2020 Budget

**Determine Next Meeting** Thursday January 7, 2020 at 5:00 p.m.

Respectfully submitted,

  
Cathy Houchin, Secretary

Disclaimer: The above minutes may be approved, amended or corrected at the next committee meeting.